



## DEPARTMENT OF HEALTH & HUMAN SERVICES

Centers for Disease Control and Prevention

National Center for Health Statistics  
3311 Toledo Road  
Hyattsville, Maryland 20782

Date

Name of Director  
Name of Center  
Center Address  
Center city, state, zip code

Dear <NAME OF DIRECTOR>,

A couple of weeks ago, we contacted you about a new initiative conducted by the Centers for Disease Control and Prevention's National Center for Health Statistics, the **National Study of Long-Term Care Providers (NSLTCP)**. We now invite you to participate in this important national study of long-term care providers in the United States. NSLTCP's purpose is to track trends in the supply and use of five major types of long-term care providers— adult day services centers, assisted living and other residential care communities, home health agencies, nursing homes, and hospices. NSLTCP will collect information about the characteristics of adult day service providers, the services they offer, their staffing profile, and revenue sources; as well as the demographics, functional status and health of the participants they serve. These data will be used to produce national and state estimates about adult day services centers and the findings will help inform long-term care providers, planners, researchers, and policymakers about community-based care, which is increasingly becoming an important component of the long-term care spectrum in this country.

Your participation in this survey is voluntary, but will assist greatly in helping to further our nation's understanding of the long-term care needs of the elderly population and disabled adults. The information you provide will be used only for statistical purposes and held in the strictest confidence.

Completing the questionnaire will take 30 minutes on average. Before beginning the questionnaire, please have your records readily available to help you answer questions, such as the number of participants, the demographic distribution of the participants, and the number of staff.

If you need technical support with the questionnaire or have questions about this survey, please call an NSLTCP representative at (800) 957-6456.

Thank you for your help in this important research.

Sincerely,

Edward J. Sondik, Ph.D.  
Director, National Center for Health Statistics

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To learn more, please visit <http://www.cdc.gov/nchs/nsltcp.htm>

**National Study of Long-Term Care Providers (NSLTCP)**  
**Frequently Asked Questions**

**Why should I participate in this survey?**

CDC's National Center for Health Statistics (NCHS) recognizes that adult day services programs are an important component of long-term care in the United States. NCHS' new survey, the National Study of Long-Term Care Providers (NSLTCP) will track trends in the supply and use of five major types of long-term care providers—adult day services centers, assisted living and other residential care communities, home health agencies, nursing homes, and hospices. NSLTCP will collect information about the characteristics of adult day service providers, the services they offer, their staffing profile, and revenue sources; and the demographics, functional status and health of the participants they serve. When you participate in NSLTCP you help ensure that the survey data for adult day services centers are up-to-date and accurately portray your industry to health care planners and policymakers.

**What other adult day services centers are being contacted to participate in this survey?**

The survey includes approximately 5,000 adult day services centers operating in the United States. We do not release the names of these centers to anyone. This is to protect the privacy of individual places and the participants they serve.

**Will the results be made public?**

A summary report is anticipated for December 2013 and will be made available online at <http://www.cdc.gov/nchs/nsltcp.htm>. If you would like to be informed when it is available you may join the Long-Term Care ListServ at [http://www.cdc.gov/nchs/dhcs/longterm\\_listserv.htm](http://www.cdc.gov/nchs/dhcs/longterm_listserv.htm). Identifying information about participants will not be contained in the summary report.

**Why can't some other center take our place?**

You represent other centers like yours. If you do not participate in NSLTCP, there is no guarantee that adult day services centers like yours will be adequately represented and the representation of your center's unique qualities will be lost. The survey will be used by Congress and decision makers who will formulate policy for the next decades. Also, NCHS aims to produce state estimates where possible, and your participation may help allow us to produce estimates for your state.

**Where did you get my name?**

A nonprofit association of adult day services centers, under contract to NCHS, compiled a list of all adult day services centers in the U.S.

**Will my name and information be held confidential?**

Yes. NSLTCP is authorized by Congress in Section 306 of the Public Health Service Act (42 USC 242K). All information collected in this survey will be held in the strictest confidence according to law [Section 308 (d) of the Public Health Service Act (42 United States Code 242m (d) and the Confidential Information Protection and Statistical Efficiency Act (PL 107-347)]. Information collected in this survey may be used only for statistical purposes. Any government staff, contractor, or agent who willfully discloses confidential information may be subject to a jail term or a \$250,000 fine.

**Who supports this study?**

This survey is supported by the National Adult Day Services Association (NADSA) and LeadingAge. The enclosed letters of support provide this specific information.